

## PCCAT Forum Access – PCCAT Membership Group AND Transfer System Users Group

## We are excited to have you join us in the PCCAT Forum!

The forum will build new opportunities to connect via a community of practice with PCCAT members and those working in learner mobility across Canada.

There are two different groups within the Forum - one group for **PCCAT Membership** (for active PCCAT members only as a part of annual membership renewal) and one group for **Transfer System Users** (for transfer system users in their jurisdictions who directly manage transfer or pathways data or who take part in articulation).

**User access** to each of these groups will be **provided to participants via email invitation from PCCAT.** Access invitations will be confirmed based on annual PCCAT Membership renewal, and in dialogue with your jurisdiction's Council on Admissions/Articulation and Transfer or like body in Canada (CAT), based on their existing transfer system users' membership lists.

This brief **PCCAT Forum User Guide** is provided on PCCAT's Resources page at <a href="https://pccat.ca/resources/">https://pccat.ca/resources/</a> to assist you in getting started once you receive a Forum invitation email.

## PCCAT Secured Sign-in for PCCAT Forum Access:

- Sign-In: <u>https://pccat.ca/login/</u>
- UN: FirstName.LastName
- **PW**: Use link provided via PCCAT email to set up your Password and Login. Save your Password.

For Reference: PCCAT Email for Questions <a href="mailto:pccat.cpcat@gmail.com">pccat.cpcat@gmail.com</a>

## Step 1: Receive PCCAT Forum Login Email for the PCCAT Website

| PCCAAT<br>Pie-Caradian<br>Consertion on<br>Among   |
|--|
| Welcome to the PCCAT/CPCAT Forum!  |
| We are excited to have you join us in the Forum, building new opportunities to connect via a community of practice with PCCAT members and those working in learner mobility across Canada.   |
| There are two groups that you may be accessing - one group for PCCAT Membership and one group for Transfer System Users. A brief PCCAT Forum User Guide is also provided on PCCAT's Resources page at <a href="https://pccat.ca/resources/">https://pccat.ca/resources/</a> page at <a href="https://pccat.ca/resources/">https://pccat.ca</a> |
| For your reference, we will also share in this email a copy of the Zoom information you require for accessing the sessions at the June 20, 2023 Virtual Learning Day. All June 20 sessions will be<br>delivered via Zoom and will be recorded for PCCAT member access after the learning day.  |
| To test out your Forum access, we have also created topics in the Forum in the PCCAT Membership Group that contain the Zoom information, below.  |
| 1) Please set up your Password for the Forum and Login to confirm access.  |
| PCCAT Forum Account Information:   |
| Here is your new account access information.   |
| PCCAT Forum Username:  |
| To set your password, visit the following address:   |
| Once you are logged in, you can visit your Profile, where you can share a profile photo, your Settings, where you change your preferences or re-set your password, and the Forum itself to engage in dialogue on an existing topic or create a new topic for discussion.   |
|  |

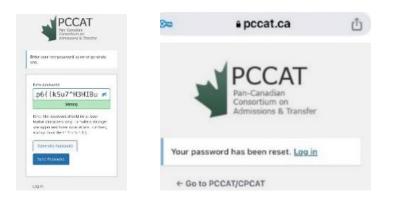


## Step 2: Set up your Password for the Forum and Login.

Here is your new account access information.

PCCAT Forum Username: [user\_login]

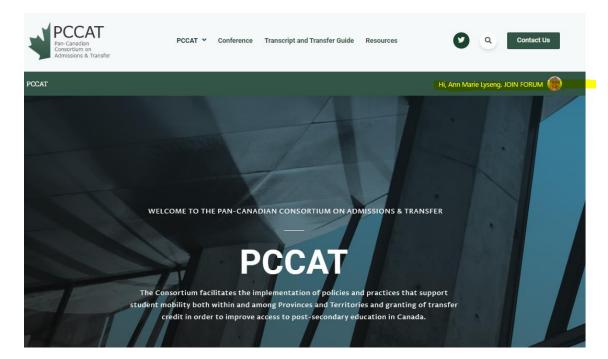
To **set your password**, visit the following address: [password\_url]



## Step 3: Once logged in, click on the photo icon beside JOIN FORUM.

First Screen after first Login:

- Once you are logged in, the first screen you will view after Log-in and Password set up is the **PCCAT Website Home Page**.
- Click on the photo icon beside join forum to enter the Forum.





This same location is also where you will get Login access to the Forum for future/ongoing use.

Click on the arrow icon to get to the Login screen and Login with your username and password.



|                      | Have a PCCAT Forum account? 🚸 Forum Login |
|----------------------|---|
| Login                |   |
| Username             |   |
| Password             |   |
| C Remember Me Log In |   |
| Lost your password?  |   |



## Step 4: Set up your Profile and Settings, and use the Forum to have Dialogue with Others

- Click on your photo icon to make selections from the Forum menu.
- Select your **Profile**, where you can share a profile photo.
- Select your **Settings**, where you change your preferences or re-set your password.
- Select the **Forum itself** to engage in dialogue on an existing topic and make posts, or to create a new topic for discussion.

#### Forum Menu – Select an item in the Forum:

| Hi, Ann Marie Lyseng. JOIN FORUM |                          |  |  |  |
|----------------------------------|--------------------------|--|--|--|
|                                  | Ann Marie Lyseng         |  |  |  |
|                                  | Activity                 |  |  |  |
| CTT D                            | Profile<br>Notifications |  |  |  |
| ISFER                            | Groups/Forum Settings    |  |  |  |
|                                  | Log Out                  |  |  |  |

## Profile – Edit your Profile photo:

|                                       |                  | @annmarie | -lyseng 4 minutes ago |
|---------------------------------------|------------------|-----------|-----------------------|
| Activity <b>Profile</b> Notifications | s Groups 2       | Forums    | Settings              |
|                                       | Cover Image      |           |                       |
| My Profile<br><sub>Name</sub>         | Ann Marie Lyseng |           |                       |

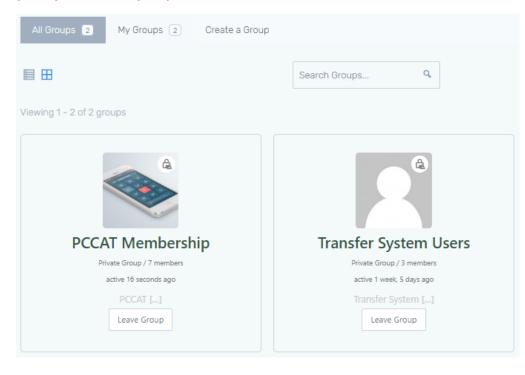


| Activity    | Profile          | Notifications 1           | Groups 2          | Forums | Settings |
|-------------|------------------|---------------------------|-------------------|--------|----------|
|             |                  |                           |                   |        |          |
| General     | Email Expo       | rt Data                   |                   |        |          |
| Email & Pa  | assword          |                           |                   |        |          |
| Update your | email and or pa  | ssword.                   |                   |        |          |
| Account Em  | ail              |                           |                   |        |          |
| annmarie.ly | seng@gov.ab.ca   | 3                         |                   |        |          |
| (i) Click   | on the "Generate | Password" button to chang | je your password. |        |          |
| Generate I  | Password         |                           |                   |        |          |
| Save Chan   | ges              |                           |                   |        |          |

Settings – Edit settings for site notifications/emails, change your password, or export data:

Forum Groups – Select your Group to enter the Forum itself and have dialogue with others.

You may have access to one or both groups, depending on if you have PCCAT Membership and/or your system role in your jurisdiction.





| PCCAT members  |             |            |  |         |
|--|-------------|------------|--|---------|
| Group Administrators   | Group Mods  |            |  |         |
| Home Forum Members 6 Invite Manage   |             |            |  |         |
| AT > Forums > Search   |             |            |  | Sei     |
| rivate: PCCAT  |             |            |  | 6 de la |
| Private: PCCAT This forum has 6 topics, 5 replies, and was last updated 15 minutes ago by Ann Marie Lyseng. ewing 6 topics - 1 through 6 (of 6 total)  |             |            |  | Subsc   |
| This forum has 6 topics, 5 replies, and was last updated 15 minutes ago by 💥 Ann Marie Lyseng.<br>swing 6 topics - 1 through 6 (of 6 total)<br>topic   | Voices      | Posts      | Last Post  | Subso   |
| his forum has 6 topics, 5 replies, and was last updated 15 minutes ago by 💥 Ann Marie Lyseng.<br>wing 6 topics - 1 through 6 (of 6 total)<br>opic<br>CCAT AGM and Forum Launch Dialogue (Same Zoom Link as Session 3) – PCCAT Virtual Learning Day 2023  | Voices<br>0 | Posts<br>1 | Last Post<br>15 minutes ago<br>🗮 Ann Marie Lyseng      | Subs    |
| his forum has 6 topics, 5 replies, and was last updated 15 minutes ago by 🕷 Ann Marie Lyseng. wing 6 topics - 1 through 6 (of 6 total) optic CCAT AGM and Forum Launch Dialogue (Same Zoom Link as Session 3) – PCCAT Virtual Learning Day 2023 tarted by: 🕷 Ann Marie Lyseng ession 3 RPL and Learner Mobility Panel (Zoom Link and Dialogue) – PCCAT Virtual Learning Day 2023 |             |            | 15 minutes ago   | Subs    |
| This forum has 6 topics, 5 replies, and was last updated 15 minutes ago by 👔 Ann Marie Lyseng.   | 0           | 1          | 15 minutes ago<br>X Ann Marie Lyseng<br>28 minutes ago | Subse   |

Forum and Topics & Posts – Add posts to existing topics or add new topics for discussion in the Forum:

# Welcome and Session 1 Jurisdictional/CATs Panel (Zoom Link and Session Dialogue) – PCCAT Virtual Learning Day 2023

|  | Favorite   Subscribe  |
|--|---|
| This topic is empty.   |   |
| Viewing 1 post (of 1 total)  |   |
| Author Posts   |   |
| 2 June 2023 at 7:12 pm   | EDIT   MERGE   CLOSE   STICK   TRASH   SPAM   UNAPPROVE   REPLY #2022 |
| Welcome and Session 1 Jurisdictional/CATs Panel – PCCAT Vinual Learning Day June 20, 2023<br>Ann Marie<br>Lynang<br>Komazor<br>(174.3.20113)             |   |
| Author Posts   |   |
| Viewing 1 post (of 1 total) Reply To: Welcome and Session 1 Jurisdictional/CATs Panel (Zoom Link and Session Dialogue) – PCCAT Virtual Learning Day 2023 |   |
| Notify me of follow-up replies Va email  | <i>b</i>  |
|  | Submit  |



Home/Group Activities – See names/photos for group members and see a summary of group member topics/posts from the Forum. You will need to select the Forum to add more posts and new topics.

| Hi, Ann Mar  | Hi, Ann Marie Lyseng. JOIN FORUM 🌚            |  |  |
|--|---|--|--|
| What's new, Ann?   | Ann Marie Lyseng<br>annmarie.lyseng@gov.ab.ca |  |  |
|  | Activity                                      |  |  |
|  | Profile                                       |  |  |
| Search Activity Q  | Notifications                                 |  |  |
|  | Groups/Forum                                  |  |  |
| Andrew Wilson changed their profile picture 3 hours ago  | Settings                                      |  |  |
|  | Log Out                                       |  |  |
|  |   |  |  |
| ₱0 ☆ ③   |   |  |  |
|  |   |  |  |
| Home Forum Members 11 Invite Manage  |   |  |  |
| PCCAT - Forums - Search  | Search  |  |  |
| Group Activities   |   |  |  |
| What's new, Ann?   |   |  |  |
| Search Activity  | — Everything — 🔹 🔻                            |  |  |
| Carolyn Boutilier replied to the topic 🛬 TEST new Topic – getting to a national transfer search tool in the fo | orum PCCAT Membership an hour ago             |  |  |

## Engage with others, share resources and insights, and enjoy the Forum!

PCCAT/CPCAT

